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PATENT  
Atty. Docket No. HILB/702

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicant : Barnes et al.  
Serial No. : 09/973,622  
Filed : October 9, 2001  
For : Visual Funeral Planning System

Art Unit: 2166  
Examiner:

**RECEIVED**

APR 03 2002

Technology Center 2100

TRANSMITTAL

1.  Transmitted herewith is a NOTICE TO FILE MISSING PARTS OF APPLICATION Filing Date Granted (Form PTO-1533) and an executed Declaration, Power of Attorney and Petition.
2.  Small Entity status of this application under 37 CFR 1.9 and 1.27 has been established.  
 Other than a Small Entity
3.  Attached is a check in the sum of \$ 130.00 for the Missing Parts Surcharge.  
 Please charge my Deposit Account No. 23-3000 in the amount of \$ \_\_\_\_\_.
4. The proceedings herein are for a patent application and the provisions of 37 CFR 1.136 apply. Complete (a) or (b) as applicable.  
(a)  Applicant petitions for an extension of time under 37 CFR 1.136 for the total number of months checked below:

<u>Ext. Mos.</u>	<u>Large entity</u>	<u>Small entity</u>
<input type="checkbox"/> one month	\$ 110.00	\$ 55.00
<input checked="" type="checkbox"/> two months	\$ 400.00	\$ 200.00
<input type="checkbox"/> three months	\$ 920.00	\$ 460.00
<input type="checkbox"/> four months	\$1,440.00	\$ 720.00
<input type="checkbox"/> five months	\$1,960.00	\$ 980.00

Extension fee due with this request:

\$ 400.00

Method of Payment:

Checks enclosed in the amount of \$400.

If an additional extension of time is required, please consider this a petition therefor.

03/13/2002 SZEWDIE1 00000095 09973622

02 FC:116

400.00 OP

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail, postage prepaid in an envelope addressed to: Assistant Commissioner of Patents, Box: Missing Parts, Washington, D.C. 20231 on: February 26, 2002

Wayne L. Jacobs  
Reg. No. 35,553

2/26/02

(Check and complete the next item, if applicable)

An extension for \_\_\_\_ months has already been secured and the fee paid thereof of \$\_\_\_\_ is deducted from the total fee due for the total months of extension now requested. Extension fee due with this request \$\_\_\_\_\_

**OR**

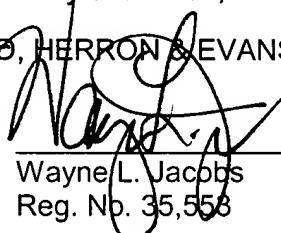
(b)  **Applicant believes that no extension of time is required. However, this conditional petition is being made to provide for the possibility that applicant has inadvertently overlooked the need for a petition for extension of time.**

**If any additional fee for claims or extension of time is required, charge Deposit Account No. 23-3000.**

Respectfully submitted,

WOOD, HERRON & EVANS, L.L.P.

By:

  
Wayne L. Jacobs  
Reg. No. 35,558

2700 Carew Tower  
Cincinnati, Ohio 45202-2917  
(513) 241-2324

**Enclosed:**

Transmittal (in duplicate) containing Certificate of Mailing under 37 C.F.R. 1.8  
NOTICE TO FILE MISSING PARTS OF APPLICATION Filing Date Granted  
(Form PTO-1533)

Response to Notice to File Missing Parts  
An Executed Declaration, Power of Attorney and Petition  
Check for \$130.00 for Missing Parts Surcharge  
Check for \$400.00 for Two-Month Extension  
Reply postcard



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**PATENT  
ATTY. DOCKET NO. HILB/702**

**IN THE UNITED STATES PATENT AND TRADEMARK OFFICE**

Applicant : Barnes et al.  
Serial No. : 09/973,622  
Filed : October 9, 2001  
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Art Unit: 2166  
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**APR 03 2002**

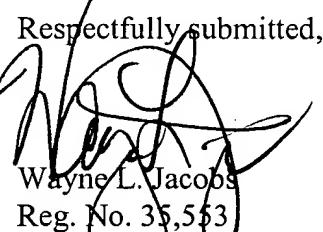
**Technology Center 2100**

Assistant Commissioner of Patents  
Customer Service Center  
Initial Patent Examination Division  
Washington, DC 20231

**RESPONSE TO NOTICE TO FILE MISSING PARTS**

A Notice to File Missing Parts (PTO-1533) is enclosed together with Executed Declaration, Power of Attorney and Petition attached to a copy of the application as filed. The Notice to File Missing Parts of Application also noted that a \$130.00 surcharge is due and a check in that amount is enclosed, together with a check in the amount of \$400.00 for the two-month extension of time we require.

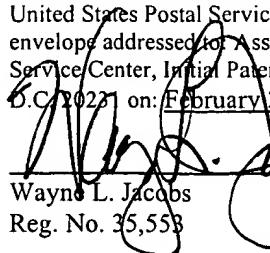
If any other charges or credits are necessary to complete this communication, please apply them to Deposit Account 23-3000.

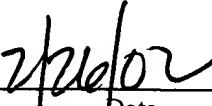
Respectfully submitted,  
  
Wayne L. Jacobs  
Reg. No. 35,553

Wood, Herron & Evans, L.L.P.  
2700 Carew Tower  
441 Vine Street  
Cincinnati, OH 45202-2917  
Voice: (513) 241-2324/Facsimile: (513) 421-7269

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail, postage prepaid in an envelope addressed to Assistant Commissioner of Patents, Customer Service Center, Initial Patent Examination Division, Washington, D.C. 20231 on: February 26, 2002

Wayne L. Jacobs  
Reg. No. 35,553

 Date

 2/26/02



UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/973,622	10/09/2001	Chris Barnes	HILB / 702

CONFIRMATION NO. 6247  
FORMALITIES LETTER

  
\*OC00000007053628\*

WOOD, HERRON & EVANS, L.L.P.  
2700 Carew Tower  
Cincinnati, OH 45202

COPY OF PAPERS  
ORIGINALLY FILED

Date Mailed: 11/13/2001



NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 130.**

*A copy of this notice **MUST** be returned with the reply.*

*RECEIVED*

*APR 03 2002*

*Technology Center 2100*

*Mar*  
Customer Service Center  
Initial Patent Examination Division (703) 308-1202  
PART 2 - COPY TO BE RETURNED WITH RESPONSE

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01 FC:105

130.00 0P